

## Coffee Creek Homeowners' Association Annual Meeting Minutes

*Held at 6:30pm in front of the pool in the parking lot area*

Outgoing President, Frank Kennedy, calls the meeting to order. Frank requests a motion to accept the three officers to include President Keith Tew, Vice President Monica Moffit, and Secretary Zachary Ruttman. Valerie S. gave the motion, and Dorothy Woodrow second the motion. No one opposed.

### **Management Company discussion;**

We spoke about this last year about bringing on our accounting firm that we've been using for several years now; W & M Consulting. They also do HOA management. They have actually taken over much of the duties as far as sending out letters, handling phone calls, receiving emails etc. James and Kelly are the two people running it. And, unfortunately, due to COVID, they were unable to attend this meeting. The great thing about using them to manage our HOA is that not only have we used them for almost a decade, but we were also able to maintain the same annual dues at \$420 per year and we're happy about that. Keith moved on to the Financial Overview. Our revenue is a little bit down at the moment because we haven't collected all the dues. Tim mentions that our expenses are steady at \$85,000 to \$90,000 a year. Our 2019 balance was \$43,956.39 at the end of the year, heading into 2020.

Jessie Marksberry motions, and Kendall Pacey seconds the motion. Financials approved.

### **Coffee Creek Pool Discussion;**

We have decided as a board to open the pool up on schedule for Memorial Day weekend. Saturday morning will be the opening day. But, there are some things that the CDC needs for us to do. No more than 35 people at the pool for now. We are going to open the restrooms, but need to stay clean. Especially children. Lounge chairs will be available, but we will be requesting that everyone clean and sanitize your chair after you're through with them. The drinking fountain will be turned off as per CDC. Pool will be open for seniors from 9-10am. No unsupervised kids under 16.

### **Landscaping and Maintenance;**

We did go back to *Sharper Cuts* for our contractor. A handful of specific items needing repair were discussed. Keith closed out the topic to move on to the next.

### **Upcoming Events;**

The annual garage sale will be June 27<sup>th</sup>.

### **Invitation For Involvement;**

An invitation was extended for new board members. The following people raised their hand to be on the board; Eldon Smoot, Dorothy Woodruff, Jenn Connell, Michael Blowe, Kayla Wood, Jim Peppin, Clayton Chisolm, and Jennifer Janisek – Alternate.

Motion to approve the new board members. Frank motions, and April Kidwell seconds.

**Officer Dues Waived Request;**

The HOA dues have been waived in the past, and we requested a motion to approve that for this year.

(Brett Marksberry makes a motion to vote). All those in favor of waiving HOA dues for the officers, please raise your hand. (Everyone appears to have their hand raised). The majority rules.

**Questions, Answers, Discussions;**

Personal lawn care, pot holes, ponds, etc. were discussed. Minor questions resolved. Then the ducks and geese fiasco was discussed at length. The HOA board issued a *Cease and Decist* letter. As well as contacting the proper authority. This matter is still ongoing.

Keith moved on to the drawing for half your dues paid for. \$210. (Frank draws a ticket). And the winner is, Tyler Collins?

Keith requested a motion to adjourn the 2020 HOA Annual Meeting. Pam motions. Second; Mark Williams. No nays. Meeting adjourned.

# **Coffee Creek Homeowners Association Board Meeting**

## **03/09/2020**

**Attendance:** Frank Kennedy, Pam Masingale, Marilyn Foyil, Monica Moffitt, Keith Tew and Zac Ruttman

**Call to Order:** The regular monthly meeting was called to order at 6:35 pm by President Frank Kennedy. Minutes from the December HOA meeting were approved via email.

### **New Business:**

- **Change Over To Management Co.:** Things are going well with the turnover. There are a few things that still need to be worked out.

**Coffee Creek Pool:** The pool will remain closed on Monday for private parties.

- **Entrance Lights Off of 106<sup>th</sup> In Need of Repair:** Keith said he would look at the lights and determine what is needed.
- **Mesh Around The Fence At The Pool:** Keith and Zac volunteered to remove the Mesh.

### **Old Business:**

- **Watercolours:** The refund checks have been sent out.

**Financial Report:** Frank presented a current financial report.

### **Upcoming Events:**

- **Annual HOA Meeting:** April 13, 2020, 6:30, Coffee Creek Clubhouse
- **Neighborhood Garage Sale:** April 25<sup>th</sup>, 2020
- **Pool Opens:** May 23<sup>rd</sup>, 2020
- **July 4<sup>th</sup> Parade**

**Adjourn:** The meeting was adjourned at 7:45 pm. The next board meeting will be held Monday, June 8th, at 6:30 pm at the Coffee Creek Club House.